



City of Santa Fe Fire Department

P.O. Box 909, 200 Murales Road · Santa Fe, New Mexico 87504
(505) 955-3110 · FAX (505) 955-3115

March 3, 2005

ATTN: All Home Occupancy and Commercial Certificate of Occupancy Applicants

At the December 8th, 2004 regular meeting of the Santa Fe City Council, Ordinance # 2004-53 and Resolution # 2004-93 were considered, adopted as law, and became effective January 1, 2005. With the passage of these new sections to the Santa Fe City Code, any person or business requesting a fire inspection for a commercial Certificate of Occupancy or Home Occupancy in order to obtain a City of Santa Fe Business registration is required to pay a fire inspection fee.

Section A(1) of Resolution # 2004-93, requires these fees paid by the applicant prior to the required fire inspection. An additional fee of \$50.00 will be assessed for all additional re-inspections. The fire inspection fees are based upon the square footage of the business suite or building requesting a fire inspection as shown in the table below.


CO Inspection Fees

Building Type	Fee
Home occupancy businesses	\$25
Businesses of 3,000 square feet or less	\$50
Businesses of 3,001 to 6,000 square feet	\$125
Businesses of 6,001 to 9,000 square feet	\$150
Businesses of 9,001 to 12,000 square feet	\$225
Businesses of more than 12,001 square feet	\$250
Tents*	\$50
Canopies* or group of canopies, with an area up to 400 square feet	No permit fee
Canopies or group of canopies with an area exceeding 400 square feet	\$50

The inspection fees include one free re-inspection if the initial inspection reveals fire code violations that require correcting.

If there are any additional questions or comments regarding fire inspection procedures or any other fire protection matter, please contact me at (505) 955-3121 or by e-mail at jtbolleter@ci.santa-fe.nm.us.

Thank you,


James T. Bolleter
Fire Marshal